STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION
DIVISION OF ENTERPRISE TECHNOLOGY
DOA-10111 (R09/2014)
S. 16.004(3)(A) WIS STATS

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DOA AGENCY IT PLANS MAILBOX
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High-Profile Information Technology Project Status Report

Department:	Children & Families

Project Name:	Child Support Document Generation Subsystem Replacement

Business Sponsor:	Janice Peters

Date of Report: 1/1/2017	Reporting for Quarter: SFY17Q2
Project Start Date: 9/18/2013	Planned Implementation Date: 9/30/18
Estimated Project Cost: $9,749,073	Amount Provided Through Master Lease: 0

Project Description

The current child support enforcement document generation subsystem is no longer technically supported. DCF purchased commercial off the shelf software from the State software contract including Thunderhead Now for document generation, IBM Business Process Manager for business process management and FileNet P8 Content Manager for document storage.

DCF signed a fixed price contract with Deloitte Consulting, LLP who was identified through an RFP process. Deloitte was to be responsible for integration, implementation and training for the new document generation subsystem. Deloitte was unable to complete the Requirements Deliverable after multiple submissions and the Department took over management of the Project in April 2015. The Department implemented the following risk mitigation strategy:

- The project was re-planned into smaller manageable sub-projects.
- Deloitte staff started working at DCF's direction.
- DCF and Deloitte staff worked collaboratively as one team to complete work.
- The $9,749,073 original Estimated Project Cost was the total contract amount Deloitte will be paid for their work on this project.

In April 2016 DCF and Deloitte mutually agreed to end the Deloitte contract for services as of 9/30/16. Transition of the remaining effort and support to DCF is complete and project task resourcing continues.

The project is split into two steps. Step 1 System Architecture includes creating development, system test, user test, education (training) and production environments. Step 2 KIDS Integration and System Development includes integration with the KIDS System, creation of document templates, implementation and training.

Step 2 KIDS Integration and System Development will be completed with two Groups. Group 1 includes implementation and pilot of 65 documents including the supporting architecture, all product integration, security, user interface and distributed printing. Group 2 includes implementation and pilot of the remaining 235 documents and automated batch document generation. Statewide implementation will be rolled out following implementation of Group 2.

Project Funding –

GRP $3,899,629 FED $5,849,444

Project Status – Determine the status for the Schedule and Budget categories below based on the guidelines on the right and described in more detail on page 2 of this document. Insert an X in the column that best describes the status of the category. Add comments for that category as needed. Additional comments are not required if the status is Green, but if a category has		STATUS COLOR INDICATORS
	Green	On target as planned
	Yellow	Encountering **issues** (e.g., Schedule or Budget over by 10% to 25%)
	Red	Encountering **problems** (e.g., Schedule or Budget over by 25% or more)

a status of Yellow or Red, describe the issues or problems and what actions the agency is taking to address them.		

Project Status Categories	Green	Yellow	Red
Schedule Status The project continues to move forward at a steady pace following a formalized IT Project Management Methodology. There is a clear project direction, with detail task estimates and resource assignments through development of Group 2. **Step 1 System Architecture** • The Education and Production environment builds are scheduled to start in FY17 Q3. **Step 2 KIDS Integration and System Development** • The Group 1 System Testing is in progress and is planned to be completed in FY17 Q3. • The Group 1 Load Testing is in progress and planned to be completed in FY17 Q4. • The Group 1 User Acceptance Test (UAT) planning is in progress. UAT is planned to begin in FY17 Q4. • The DocGen Group 2 project is currently in multiple phases in order to reduce project timelines including finalization of Process Model Narratives for Requirements, Creation of Customer Design documentation and initial Development of document templates. • As was stated last quarter, the statewide implementation date will be later than the originally planned 3/19/2017. The Planned Implementation Date above has been updated to reflect the tentative statewide implementation date which is contingent on completion of Group 2 planning. Group 2 planning through UAT is scheduled to be completed in FY17 Q3.	☒	☐	☐
Budget Status The DocGen project is on budget at this time.	☒	☐	☐

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Summarize Any Completed Major Tasks or Project Phases:

Step 1 System Architecture
• The User Acceptance Test environment build was completed in FY17 Q1 and validation was completed in FY17 Q2.

Step 2 KIDS Integration and System Development
• Group 1 (first 65 documents) integration testing and functional testing was complete in FY17 Q2.

Miscellaneous
• As noted last quarter, DCF and Deloitte mutually agreed to end the Deloitte contract for services as of 9/30/16. Resourcing for incomplete transitions tasks was completed in FY17 Q2 and resourcing for the remainder of the project is in progress.

Summarize Any Significant Project Changes Affecting Schedule, Budget or Scope:
For each change, describe what the change involved, when it was approved, and the reasons behind the approved change. The Planned Implementation Date above has been updated to reflect the tentative statewide implementation date which is contingent on completion of Group 2 planning. There is now a clear project direction, with detail task estimates and resource assignments through development of Group 2. Group 2 planning through UAT is scheduled to be completed in FY17 Q3. As noted in previous reports, the Planned Implementation Date was affected by Deloitte's lack of progress, Deloitte staffing turnover, contract transition activities and the replanning effort.

Additional Comments or Issues *(optional)***:**
If you have any additional overall status comments about the project (e.g., project news, accomplishments, emerging challenges or risks that could affect the project), please provide them here.

Project Status Category Guidelines
Schedule Status **Green** – Indicates that the project or phase is on track for the targeted implementation date. **Yellow** – Indicates that the project or phase may be falling behind and analysis needs to be done to determine if the project can recover and still achieve the targeted implementation date, or if adjustments must be made to that date. **Red** – Indicates that the project or critical tasks have fallen behind schedule, and corrective action must be taken to still achieve the targeted implementation date or that date must be changed.
Budget Status **Green** – Currently on target with project budget. **Yellow** – Project is over budget by 10 to 25%. **Red** – Project is over budget by 25% or more.